

Pettee Memorial Library Minutes for May 14, 2013

Present: Franklin Reeve, *chair*; Louis Clark, *treasurer*; Ann Ottaviano, *recording secretary*; Meg Streeter, Carolyn Palmer, Harriette Hamilton, *assistant librarian* and Helena Queenie, *children's librarian*. Guest: Chris, a reporter from the Brattleboro Reformer.

Meeting called to order at 4:05 p.m.

We opened the meeting with a discussion of public meeting law and draft minutes.

Secretary's Report: Minutes for April 9, 2013 were emailed to the Board. Louis Clark made a motion to accept the minutes for April 9th, Carolyn Palmer seconded, all approved.

Treasurer's Report: Louis Clark suggested that we transfer unused balances of the A.D. Henderson Foundation Grant and the Vermont Community Foundation Grant at the end of June to the Endowment Fund. Franklin Reeve made a motion to transfer said grants to the Endowment Fund at the end of June, Carolyn Palmer seconded, so voted.

The treasurer's report as of April 30, 2013 was distributed and reviewed at the meeting.

General Fund Cash- \$49,277.40

Endowment Funds –General Endowment - \$98,502.22, Laurel Fox Fund - \$580.00, Pool Bequest - \$27,442.34, Willard Fund - \$14,737.10, Boyd Fund - \$22,225.53, Friends of the Library - \$631.63.

Franklin Reeve moved to accept the treasurer's report, Carolyn Palmer seconded, all approved.

Maintenance: Louis Clark reported that Steve Adams recommends increased memory on our server. The cost would be \$76.00. Meg Streeter moved that we approve the expenditure for increased memory on our server, Franklin seconded, all approved. Louis will contact Newton Business to discuss problems with our printer.

Roof: Meg Streeter reported that we do not meet the requirements for the Vermont Historic Preservation Grant. With the assistance of Meg Streeter, Scott Murphy will issue a "Request for Proposal" on replacing our slate roof.

Children's Librarian Report: We have been very busy with story time and half day events. The DVES Pre-k came for a visit as well. Since our projector is not working we had to cancel family movie night in April and May. Therese Loundsbury is researching a projector and screen for programming. We hope to use the grant to purchase the equipment.

Our half day events went well. Families enjoyed making bird houses from milk cartons and bamboo sticks. We also made a "garden full of flowers" that was sent down to the Sandy Hook School. We thank Kathy Wheeler for helping us with this event. May's event was Mother's Day gifts. The children had a lot of fun with paint and arts and crafts. They made handprint pictures for their Mom's. We thank Carolyn Palmer for contributing matt boards for the project. We also had a small reception for the 6th Grade Books Projects art display. Patrons enjoyed looking through the display.

Library Duties: I have been attending Village Stroll meetings. The first stroll is scheduled for Saturday, July 6th and a block party will be held August 3rd. I have been working on the summer reading program and scheduling performers and activities. The SRP Kickoff party is scheduled for June 17th, 4-7 p.m. at

the high school. Two "Star Labs" from the Boston Museum of Science will be set up in the gym. Work on the collection continues. Linda Green has been a great help getting the closet organized and getting new DVD's shelved. Last Friday, I attended the DCF conference in Fairlee, VT. I came home with several new books for our collection.

New Business: Wilmington is among the towns receiving services under the Vermont Digital Economy Program and one of the services is an Internet Intern to help our patrons with digital literacy. People who need help with browsing the internet, filling in government employment forms, writing resumes, using Skype and more can sign up for help. Interns from CCV and State colleges come to libraries for 6 hours a week and work one-on-one with patrons. We will have a sign-up sheet at the front desk.

Harriette Hamilton informed the board that interlibrary loans are on the increase again. We had a discussion about the increased mailing expense and how to manage it. It was decided to research limiting the number of loans versus charging patrons.

Meeting was adjourned at 5:05 p.m.

Next Meeting: Our next meeting will be Wednesday, May 22nd at 5 p.m. to discuss applications for librarian.

Respectfully submitted
Ann Ottaviano
Recording secretary

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